

**MINUTES  
PARK HILLS COUNCIL MEETING  
WORK SESSION  
MAY 22, 2018**

The Park Hills City Council met in a work session meeting on Tuesday, May 22, 2018, at the Park Hills Council Chambers. Mayor Naucke called the meeting to order at 6:00 p.m. and led those present through the Pledge of Allegiance. Roll call was as follows:

Councilman Alan Coleman	Present
Councilman David Easter	Present
Councilman Tom Reed	Absent (entered meeting at 6:01p.m.)
Councilman John Clark	Present
Councilman Adam Bowers	Absent
Councilman Larry LaChance	Present
Councilman Edward Hart	Present
Councilman Steven Weinhold	Present
Mayor Daniel Naucke	Present

Also present were City Administrator Mark McFarland, Community Development Director Robert Sullivan, City Attorney Edward Pultz and City Clerk Terri Richardson.

NOTE: Councilman Reed entered the meeting at 6:01 p.m. (after roll call).

**DISCUSSION ITEMS**

**City Limit signage, placement and costs:** City Administrator Mark McFarland stated that the design drawing of the signs were included in the packet and the size is 3’x6’ with an estimated cost of \$356 each. Mayor Naucke asked, if there are no objections, he would like to have an additional extension placed on the bottom of each sign recognizing the Lady Rebel State Championship and be able to add such extensions in the future if needed. McFarland stated that this will increase the cost slightly. Locations were discussed as city limit sites around old Elvins area, coming in from Leadington, St. Joe at Parkway, Woodlawn at Fairgrounds, Taylor and Highway 8. Mayor Naucke stated that they would do as many as they could afford now and then budget for any future ones and asked all Councilmen to submit any other possible locations to McFarland in the near future.

**Amending Permit requirements and fees:** Community Development Director Robert Sullivan asked the Council to consider requiring permits for Mechanical, Electrical, Plumbing, Fire Prevention, Demolition, Excavation and Development all with a standard fee of \$30.00. Sullivan explained each permit in detail and reasons he felt it was important. He asked that plan review fees be adjusted and in some cases be eliminated and asked for a minimum building permit fee that would not apply to accessory permits. After some discussion, Sullivan stated he would prepare an ordinance making these changes for Council consideration at the June 12, 2018, regular meeting.

**ACTION ITEMS**

**Bill #1273 - An ordinance regarding amendments to the International Fire Prevention Code.** Mayor Naucke read Bill #1273 two times by title. Councilman Reed made a motion, seconded by Councilman Weinhold to approve Bill #1273 as presented. Roll call was as follows:

Councilman Alan Coleman	Yes
Councilman David Easter	Yes
Councilman Tom Reed	Yes
Councilman John Clark	Yes
Councilman Adam Bowers	Absent
Councilman Larry LaChance	Yes
Councilman Edward Hart	Yes
Councilman Steven Weinhold	Yes

*The motion carried with a vote of 7-0.*

**Bill #1274 - An ordinance regarding amendments to fireworks regulations.** Mayor Naucke read Bill #1274 two times by title. Councilman Weinhold made a motion, seconded by Councilman Hart to approve Bill #1274 as presented. Roll call was as follows:

Councilman Alan Coleman	Yes
Councilman David Easter	Yes
Councilman Tom Reed	Yes
Councilman John Clark	Yes
Councilman Adam Bowers	Absent
Councilman Larry LaChance	Yes
Councilman Edward Hart	Yes
Councilman Steven Weinhold	Yes

*The motion carried with a vote of 7-0.*

**Certificates of Deposit – maturity/reinvestment consideration:** Trust and Agency Certificate at Belgrade Bank matures on June 4<sup>th</sup>. General Reserve Certificate of Deposit matures on June 4<sup>th</sup>. City Administrator Mark McFarland explained that local rates will be surveyed at maturity. Councilman Reed made a motion to reinvest the Trust and Agency certificate of deposit for 60 months with the highest rate available locally and to redeem the General Reserve certificate of deposit and place it in the interest bearing money market account making funds available for future use if needed. The motion was seconded by Councilman Coleman. *The motion carried with all in favor on voice vote and no one opposed.*

**OTHER ITEMS:**

City Attorney Ed Pultz addressed the Council with three code issues for discussion. These issues are part of the codification process of the entire Municipal Code the city is undertaking with General Code to bring into compliance and complete update. First, Peddler’s licensing process, particularly the background check that will need to now be provided by the applicant, the wording change making it clearer when a license is needed and exempting charitable and non-profit’s, as well as, defining those organizations. The second subject concerned text messaging and handheld phone usage in commercial vehicles and the third subject concerned lethal weapons. Pultz briefly explained the status of the peddler ordinance and said he would bring it back to the council for consideration at the June 12, 2018 meeting. After some discussion and direction regarding testing and weapons, Pultz said he would provide revisions to General Code to be included with the code revision.

## **MAYOR/COUNCIL DISCUSSION:**

*Councilman Weinhold* thanked all the personnel who worked the recent flash flooding disaster in town, stating his appreciation for the efforts. He was informed, however, that the Fire Chief did not answer any of the emergency calls for that day and asked if City Administrator McFarland could check verification of this matter. Weinhold asked if he could be provided with a map of storm drainage ditches, including all of those on private property as he plans to organize some volunteers to perhaps ask permission from property owners to clean them out. City Administrator Mark McFarland responded that maps will be provided by staff. Next, Weinhold stated that he was perplexed as to how a business license was issued for the old Conoco station on Front Street. Community Development Director Robert Sullivan responded, stating that auto repair, the type of business being performed there, is allowable without a building, just as it is in other places around the City. However, that gentleman has been sent violation notices for other unrelated issues on the property and staff is following up on all of them, but Sullivan reiterated that no business is allowed to be conducted from the building itself.

*Councilman Reed* thought he recalled that mechanical work on vehicles as a business required a set number of bays, referring to One Stop Muffler from several months previous. Sullivan responded stating that One Stop Muffler issues stemmed from parking cars on a vacant lot that was not his property and that number of bays was not an issue. Reed then asked if vehicles accumulate on the Front Street property and are never moved how are public concerns addressed. Mayor Naucke indicated that staff is working on anything that is covered by the code but that Council needs to remember the basic rights of individuals as well. Reed concluded with an expression of appreciation to all employees who helped during flash flooding and asked about a disaster preparedness plan. Mayor Naucke stated that he wants a plan update.

*Councilman Clark* indicated that he is also getting public nuisance calls concerning the Front Street property (old Conoco Station) and encouraged staff to continue with code enforcement there. Clark asked if there is a timeline for making repairs (due to flash flooding) to 5<sup>th</sup> Street and Mitchell Street and if it is requiring any overtime. City Administrator McFarland stated they were repairing as soon as possible and it should not require overtime. Clark said that the storm drain area around Polk and Ethel Streets was insufficient and caused a lot of storm water to hit Camilla Street and that the City needs to address storm drainage in the near future as was discussed previously. Clark suggested the Mayor and Council seriously look at setting up, building on, or totally revamping the emergency management criteria.

*City Administrator Mark McFarland* mentioned to the Council that the newly resurfaced baseball and softball fields were completely washed away and the City will look into see if an insurance claim can be made. McFarland said that he has been in touch with Senator Blunt's office and St. Francois County emergency management agency to see if there is any help available, however it does not look like we qualify. All damages (City property) are being documented and residents are being encouraged to call East Missouri Action Agency to report damages for the record. McFarland will keep Council apprised of any changes or updates.

## **ADJOURNMENT TO EXECUTIVE SESSION:**

Mayor Naucke asked for a motion to adjourn to executive session as authorized by Section 610.21(2) RSMo – real estate and Section 610.021(3) RSMo – Personnel. Councilman Hart made a motion to adjourn to executive session, Councilman Reed seconded the motion and roll call was as follows:

Councilman Alan Coleman	Yes
Councilman David Easter	Yes
Councilman Tom Reed	Yes

Councilman John Clark	Yes
Councilman Adam Bowers	Absent
Councilman Larry LaChance	Yes
Councilman Edward Hart	Yes
Councilman Steven Weinhold	Yes

*The motion carried with a vote of 7-0.*


Meeting adjourned at 7:16 p.m. with a 10 minute recess.

#### ADJOURNMENT

Councilman Easter made a motion, seconded by Councilman Weinhold to adjourn the meeting. *The motion carried on voice vote with all in favor.* The meeting adjourned at 8:07 p.m.

  
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Terri Richardson, City Clerk

Approved by City Council on 12<sup>th</sup> day of June, 2018

  
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Daniel Naucke, Mayor

